

Tyngsborough Sewer Commission
Meeting Minutes
August 9, 2012, 6:00 pm
Location: Tyngsborough Town Hall, Inspectional Dept

Commissioners Attending: Jeff Hannaford (JH), Gerry Foley (GF), Fred Perrault (FP)
Also attending: Caryn DeCarteret, Administrator
Donald McCarthy – 14 Shakespeare

Call to Order

The meeting was called to order by Jeff Hannaford at 6:05 PM.

Approved 8/23/12

Item 1) Citizens' Time

Donald McCarthy of 14 Shakespeare addressed the Commissioners regarding a notice he had received from the Sewer Administrator. The letter stated that after reviewing the Assessors records, it was discovered that his usage fee was billed out as a single family; accordingly, his usage fee would be increasing from \$496.00 per year to \$744.00. According to the sewer usage billing policy, single family with an in law would be billed at 1.5 times the residential flat rate. Mr. McCarthy questioned the methodology for the usage fees because he felt it was unfair that he would have to pay 1.5 times the residential flat rate when he had only 3 adults in his home, considering that there are many more single family homes in Town with more than 3 occupants. The Commissioners explained the methodology and the relation to DEP Title V septic guidelines. Mr. McCarthy asked the Commissioners if they would consider using the census to determine the usage fees. The Commissioners asked Mr. McCarthy to put his concerns in a letter so that they could be forwarded to Counsel for an opinion.

Item 2: Administrator's Report (copy of report attached)

1. Revised Minutes from 5/10/12 and 6/28/12 for approval: *Motion to approve: GF, 2nd: FP*
Motion carries 3-0-0
2. Covenant Request: 112 Lakeview Ave
The Commissioners reviewed an email requesting a covenant for the sewer connection fee from Susan Powers of 112 Lakeview Ave, which was forwarded by the Veteran's Agent Chris Dery. The Commissioners discussed what would be considered a hardship, possible interest rate and placing a lien on the property. The Commissioners requested a copy of the refinance denial from the VA as proof of hardship, the interest rate and payment amount to be determined by the Administrator and the Covenant and lien to be prepared for review at the next meeting (8/23/12).
3. Overbilling from Lowell and resulting credit: *The Administrator explained that the May 2012 bill was again overbilled as the GLTHS flow had not been deducted from the Tyngsborough flow. A letter was mailed to Lowell asking for an adjustment on the May 2012 bill. Lowell sent a letter acknowledging the error, adjusting the bill, but then deducting the amount again on the cover sheet, resulting in double the credit that was due to Tyngsborough. A letter was then sent from the Administrator to Lowell explaining the error and the bills were submitted to Accounting for the correct amount.*
4. Sunset Park survey results: *The results of the survey were reviewed by the Commissioners. There were 86 surveys mailed and only 48 to date returned. The results were believed to be skewed due to the petition and possible petitioners who mailed back a survey as well. The Commissioners asked the Administrator to contact John Himlan from Woodard & Curran to further discuss the results.*

Item 3: Superintendent's Report (Copied from attached report)

Superintendents Report

8/9/12

1. Crew performed inspections at the pump stations as required. Generators are tested every Wednesday along with control panel inspections.
2. Maintain yards, at all stations, including meter pits.
3. Alarm calls 8-4-12 8-5-12 due to storms. All stations lost power. Flints Corner generator stopped working due to overheating. Troubleshoot and found an issue with the shutter system which I was able to bypass. Sunday, Willowdale Ave lost one leg of power at 11:00 am. I responded and found that a person cut down a tree and hit that line. I called National Grid, the service truck was dispatched once the fallen limb was removed we were able to restore power. We still had lost control panel due to the temp inside the control room being above 120 degrees. While trying to restore control the thunder storms came in and we lost power at all of our stations. Mascuppic went out on VFD over load, I had Bill respond and reset the VFD's. A call from Elm St came in with no AC power. Bill then went to Elm where he called me regarding the power outage. I set Willowdale in a temporary high setting and headed toward Elm. While responding to Elm St, Bill found that the transfer switch failed. I then received a call from Flints regarding no AC power.
4. Lawndale Ave: Thursday 8-2-12 we had Weston & Sampson and Action King in with two trucks to maintain the wet well and drawn down the force main. We removed a knife valve on Lawndale Ave and replaced with a new unit. (This is the system for River View Condo's).
5. Phalanx: Installed Mission system and is currently on line. Moved the hour meters beside the Mission unit for better viewing.
6. Audrey Ave: Received the pump from Flyght for Audrey Ave delivered to station for next backup.
7. Flints: Removed the exhaust motor for the shutters and replaced with intake shutter motor due to the accessibility and will replace with a new unit.

Item 4) Correspondence

None

Item 5) Complaints

None

Item 6) New Business

None

Item 7) Old Business

JH updated the Commission on the outcome of the latest meeting with Lowell and surrounding areas. Lowell has conceded on the last 2 sticking points. Lowell will include the revenue from the pump trucks and the surrounding town's contribution to capital projects within the city will be only on infrastructure utilized by those towns and based on their average daily flow for the past 3 years.

Item 8) Adjournment

Motion to adjourn at 7:10 pm was made by GF. Second: FP. The motion carried 3-0-0.

Approved 8/23/12